



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

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(231) 398-3500

MANISTEE COUNTY TECHNOLOGY/INFORMATION COMMITTEE REPORT

Thursday, February 11, 2010
2:00 P.M.

Board of Commissioners' Meeting Room
Manistee County Courthouse

Members Present: Glenn Lottie, Chairperson/County Commissioner; Gordon McLellan, Network Administrator; Marilyn Kliber, County Clerk (arrived late); Kathi Lynn 85th District Court; Captain Robert Lancaster; Deidre Robison, Probate Court Register (arrived late); and Jeri Lyn Prielipp, Finance Assistant/Recording Secretary

Members Absent: Allan O'Shea, County Commissioner; Ford Stone, Prosecuting Attorney; Sue Wagner, County Planner; David Thompson, Friend of the Court; Kendra Rohdy Equalization Director; Bruce Schimke, Maintenance Supervisor; Russell Pomeroy, County Treasurer; Kris Randall, 19th Circuit Court Administrator; and Penny Pepera, Register of Deeds

Mr. Lottie called the meeting to order at 2:00 P.M.

ITEMS REQUIRING BOARD ACTION

Mr. McLellan reported that it is necessary to replace the data center UPS. The UPS protects data by supplying network-grade battery backup when power fails. He explained that a UPS goes through a cycle of a three to four year life span and then the batteries become depleted. In this case, when the batteries depleted they basically swelled up inside the UPS and damaged the unit beyond repair. Mr. McLellan explained that replacing the batteries would cost close to \$300, and he recommends replacing the UPS at a cost of approximately \$553.32 (per attached quote/APPENDIX A).

Mr. Lottie recommended purchasing a Smart-UPS 1500 RM 2U - USB/Serial unit from Provantage at a cost not to exceed \$560.00. No alternative recommendation was proposed. (APPENDIX A)

Mr. McLellan requested the Committee consider renewing the licensing agreement and support for building-wide firewall and spam filter software for the Courthouse and Sheriff's Office at a cost of \$2,310.00 (per attached quote/APPENDIX B). This system provides support, keeps us up to date, protects all the e-mail addresses, keeps the various networks free from hackers, etc.

Mr. Lottie recommended purchasing a 1-year subscription Astaro Secure E-mail (100 IP's) and a 1-year Gold Level Astaro Maintenance Plan (100 IP's) from Casair, Inc., at a cost not to exceed \$2,310.00. No alternative recommendation was proposed. (APPENDIX B)

ITEMS NOT REQUIRING BOARD ACTION

Mr. McLellan distributed a Press Release from Government Technology entitled "Municipalities to Compete for Google Broadband Networks" (APPENDIX C). Basically, Google wants to get into the internet provider business and the novel thing about Google's approach is they want to bring in a 1 gigabit fiber optic connection, which is way beyond what any of the other internet providers have to offer. Google recently announced that they are inviting Cities and Counties to fill out an RFI request for involvement in a residential broad band program that they are looking to implement. Google is requesting that a municipal representative fill out an on-line questionnaire that they estimate will take approximately four hours to complete. Mr. Lottie feels this is well worth pursuing and requested that Mr. McLellan complete the questionnaire on behalf of the County. Mr. McLellan offered to fill out the questionnaire with perhaps some assistance from the Alliance for Economic Success and/or the County Controller/Administrator.

Ms. Prielipp informed the Committee that recently an employee had suggested to the County Controller/Administrator that the Technology Committee review the Information Technology Resources Policy ("Internet Policy") (APPENDIX D). This was as a result of a complaint made to Mr. Kaminski about some of the all-user e-mails that are circulated in the building announcing non-County related fund raisers, birth announcements, etc. The "Internet Policy" specifically states *"the use of county computers and/or software shall be limited specifically for job-related purposes..."*. It was the general consensus of Commissioner Lottie and the Committee members present that as long as the e-mail doesn't interfere with the normal operations of County business, they are harmless, a majority of them are for the greater good, and they help to keep everyone up to date on what's happening in the community. Commissioner Lottie requested that the County Information Technology Resources Policy ("Internet Policy") be referred to the Policy Committee.

Ms. Robison arrived toward the end of the meeting and announced that recently ran into a situation where they had an elderly person scheduled to appear in Court who had hearing difficulties. This resulted in the Probate Court purchasing a personal listening device or amplification system that ties into the sound system in the Courtroom. Mr. Kaminski authorized the Probate Court to purchase four devices/head sets at a cost of \$1,100. It is unknown if this system is compatible with the other Court's sound systems, but if the other Courts experience a similar situation, Ms. Robison offered the use of the Probate courtroom.

There being no other business to come before the Committee, the meeting was adjourned at 2:25 P.M.

Glenn Lottie, County Commissioner

Jeri Lyn Prielipp, Finance Assistant

Gordon McLellan, Network Administrator

Deidre Robinson, Probate Court Register

Kathi Lynn, 85th District Court

Marilyn Kliber, County Clerk

Captain Robert Lancaster

PROVANTAGE

Your World of Technology!

www.provantage.com -
800-336-1166 USA - 330-494-8715

International

APC SUA1500RM2U Smart-UPS 1500 RM 2U - USB/Serial - Black

Appendix A

Computing
Power Equipment / Accessories
UPS - General Purpose



Only **\$553.32**

Add to Cart

✓ **3465 In Stock**

+ Add to Wish List

+ Compare Features

Share This

APC
Smart-UPS 1500 RM 2U - USB/Serial - Black

Manufacturer Part# SUA1500RM2U

- ▶ Product Type: Line-interactive UPS
- ▶ Form Factor: 2U Rack-mountable
- ▶ Output Voltage: 120 V AC
- ▶ Plug/Connector Type: NEMA 5-15P

Larger
Images:

Manufacturer's Warranty

AMPU05F

Smart-UPS 1500 RM 2U - USB/Serial - Black

Manufacturer Part Number: SUA1500RM2U

Highlights

Smart-UPS protects your data by supplying network-grade battery backup when power fails. With PowerChute plus software the uninterruptible power supply (UPS) will safely store data and shut down your network operating system before the battery is fully discharged, whether you're there or not. SmartSlot internal accessory slot allows you to install optional accessories to enhance the performance of your UPS. APC Smart-UPS is the perfect UPS for file servers, minicomputers, UNIX CPUs, internet hubs, telecommunications systems and other mission-critical applications.

Smart-UPS XL models allow for expanding runtime by simply plugging in additional battery packs. Smart-UPS T models are specifically designed for protecting Northern Telecom Meridian products, PBX equipment, high voltage servers, and other 208Vac equipment.

Summary

Uses -12 series service contracts.

Abstract

Performance power protection for servers and networks.

Smart-UPS 1500VA protects your data by supplying network-grade battery backup when power fails. With PowerChute plus software the uninterruptible power supply (UPS) will safely store data and shut down your network operating system before the battery is fully discharged, whether you're there or not. SmartSlot internal accessory slot allows you to install optional accessories to enhance the performance of your UPS. APC Smart-UPS 1500vA is the perfect UPS for file servers, minicomputers, UNIX CPU's, internet hubs, telecommunications systems and other mission-critical applications.

Jeri Lyn Prielipp

Appendix B

From: "Gordon McLellan" <gordon@dimension-x.net>
To: <jlprielipp@manisteecountymi.gov>
Sent: Tuesday, February 09, 2010 2:04 PM
Subject: FW: Casair, Inc.: Invoice #38356

Found it, buried in my email.

From: accounting@casair.net [mailto:accounting@casair.net]
Sent: Wednesday, December 23, 2009 9:03 AM
To: gordon@manisteecountymi.gov
Subject: Casair, Inc.: Invoice #38356

Casair_{inc.}

Casair, Inc.

Invoice

Acct. No.

Date

Invoice #

12/22/2009

38356

617 E. Lake St
Stanton MI 48888
United States
989-831-8800
www.casair.net

Bill To

McLellan, Gordon
Manistee County
415 Third Street
Manistee MI 49660

Terms

Due Date

PO #

Ticket #

Net 30

1/21/2010

Item	Quantity	Description	Rate	Amount	Tax	Options
		Astaro Security - Renewal Components				
Secure Email Subscription	1	Astaro Secure Email Subscription 100 IP's , 1 Year	1,845.00	1,845.00	Yes	
Maintenance Plan	1	Astaro Maintenance Plan 1 Year Gold Level 100 IP's	465.00	465.00	Yes	
Subtotal				2,310.00		
Tax (Michigan Taxable 6%)				138.60		
Total				2,448.60		
Amount Due				\$2,448.60		

Tax exempt

2/9/2010

GOVERNMENT TECHNOLOGY

THE OFFICIAL PUBLICATION OF THE NATIONAL ASSOCIATION OF GOVERNMENT TECHNOLOGISTS

GOVERNMENT TECHNOLOGY

Appendix C

Municipalities to Compete for Google Broadband Networks

Feb 10, 2010, By Andy Opsahl, Features Editor

Google sparked a competition among local governments in the market for high-end technology when the company announced Wednesday, Feb. 10, it would select a small number of American cities or counties in which to deploy experimental fiber-to-the-home networks with speeds over 1 gigabit per second.

That's 100 times faster than what most Americans receive, according to Google, which seeks requests for information (RFI) from interested local governments by March 26. "We'll offer service at a competitive price to at least 50,000 and potentially up to 500,000 people," Google said in a blog post.

The networks will function as testing sites for determining what applications developers can concoct with ultra-high bandwidth. Additionally the company said it would test new ways to build broadband networks and promised to share its findings with the rest of the industry.

The networks will be open to several service providers, meaning that competing vendors -- like Comcast, AT&T and Verizon -- could theoretically play a role in the networks.

Municipal broadband analyst Craig Settles expects the move to be a game-changer in terms of national expectations of broadband speeds.

"Google has money. Google has market presence. By virtue of that, their intent has to be taken seriously because they have the capability of delivering what they say they're going to deliver," Settles said.

He thinks it could influence attitudes at the FCC about minimally acceptable speeds and its efforts to cover the nation with broadband. Given that the FCC's National Broadband Plan is due Feb. 17, it seems clear that potential changes in the agency's speed baselines will only come in the distant future.

Local governments submitting RFIs must do so via the interactive response forms on the company's Web site. Google encourages local governments to persuade nongovernmental community entities to submit concurrent RFIs to bolster the RFIs submitted by their partnering governments.

MW

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INFORMATION TECHNOLOGY RESOURCES POLICY

This policy sets forth Manistee County's policies with regards to information technology ("IT") resources (e.g., computers, internet, e-mail, electronic voice and video equipment, and future technologies), including County access to review or disclosure of electronic files, electronic mail, and electronic voice and video communications through stored on any part of the IT resources systems. This policy also sets forth the policies on the proper use of the IT resources systems. These policies do not constitute a contract. The County reserves the right to change them at any time.

General Computer Policies:

Only current employees and contracted agents of the County are permitted to use any computer resources owned, rented, or leased by Manistee County.

Only Information Services personnel or agents contracted by them may install software or hardware on any Manistee County computer system. All other software or hardware installations are strictly prohibited.

The use of County computers and/or software shall be limited specifically for job-related purposes, any deviation therefrom is prohibited and subject to discipline up to and including immediate discharge and where appropriate, civil and/or criminal liability.

Employees shall not make any attempt to circumvent security systems as installed by Information Services.

In order to prevent unauthorized usage, computers are to be powered off at the end of the workday or if left unattended for extended periods of time during the workday.

Manistee County forbids unlawful use and/or copying of any licensed software or manuals.

Vandalism is illegal. Vandalism is defined as any attempt to alter, harm or destroy physical property, software or data. This includes, but is not limited to, the uploading, downloading or creation of computer viruses.

Internet Use:

- 8. Access to the Internet is primarily for the exchange of information and research consistent with the vision, mission, goals, and activities of Manistee County.**
- 9. Access to the Internet is provided both as a business tool for and a benefit to employees.**
- 10. Employees shall use the Internet solely for job-related purposes and Manistee County business communications.**
- 11. Employees shall not use the Internet for inappropriate or unlawful purposes, including, but not limited to, placing unauthorized information, computer viruses or harmful programs on or through the computer system in either public or private files or messages, using obscene or otherwise inappropriate language in communications and obtaining, viewing or downloading information that is unlawful, obscene, indecent, racist, vulgar, pornographic or otherwise objectionable. Use of the County's computer resources for gambling and all other illegal activity is strictly prohibited. Incoming and outgoing Internet traffic is actively monitored for this type of usage.**
- 12. Inappropriate or unlawful Internet use may result in loss of access for the user and, depending on the seriousness of the infraction, can result in discipline up to and including immediate discharge and where appropriate, civil and/or criminal liability.**
- 13. Internet access records and records of downloaded files are not private and will be monitored as the Director of Information Services deems necessary.**
- 14. Manistee County Internet hosts are traceable to the County. Users of County-provided Internet accounts should not assume they are provided any degree of anonymity. Outside users who want to identify machines associated with the County can do so easily.**

E-MAIL:

The above rules for the Internet also apply to the use of electronic mail provided to Manistee County employees. Electronic mail may constitute a public record under certain circumstances and may be accessible or obtainable by individuals, agencies and others outside Manistee County and subject to state archivist rules for retention/destruction. Electronic mail is not considered private information

and may be monitored by your supervisor and/or the Director of Information Services as they deem necessary.

All e-mail originating from or received by Manistee County computer systems is County property, and is not considered private information. Electronic mail may be monitored by Department Heads and the Director of Information Services as they deem necessary.

Employees must sign the Internet Access Release (APPENDIX I) and the Receipt of Computer, Internet, E-Mail Policies (APPENDIX I-1) or access will not be provided.